

DDA 88-1054X

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EXA 5 MAY 1988
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5/6/88

6 MAY 1988

8 MAY 1988

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Following up on our
conversation, some
bkgnd info on the
copier management
program



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DDA REGISTRY
FILE: *45-18*

Lop-13

COPIER MANAGEMENT PROGRAM (CMP)



Prior To 1981

- Copier procurement was decentralized.
- Components were procuring various copiers.
- Required multiple maintenance contracts.
- Agency could not get a handle on copier expenditures.

Since 1981

- Centralized in the Office of Logistics (P&PD). Collected money from each Directorate.
- Brought standardization to the procurement process.
- Has been cost effective (Several maintenance contracts vice multiple maintenance contracts).
- Expenditures are centralized.

1988

- Baseline budget, since 1981, has only been adjusted for inflation.
- CMP has suffered budget cuts last several years.
- Agency personnel growth since the early 1980's has created a growth in copier requirements.
- Increased requirements coupled with the replacement copier program (196 copiers are over 5 years old) have outstripped available funds.
- Comptroller has allotted \$500K to OL to commence a systematic replacement program.
- For the balance of 1988, Directorates will review their requirements for new copiers. If new copiers are needed, the Directorates will transfer funds to OL.

1989/90 & Outyears

- Comptroller will recommend an increase in the CMP baseline budget.
- Circa \$1.0M.
- Directorates will be "taxed".